

CORE Education Trust Scheme of Delegation 2025-26

Operational area	Board of Trustees	Finance Committee	Audit and Risk Committee	Local Governing Bodies/ Education Advisory Board	Group Chief Executive Officer & Chief Executive Officer (Delivered through Executive and Central Teams)	Headteachers
VISION, ETHOS AND STRATEGY (including COMPLIANCE)						
Trust Strategic Framework	Develop, approve and review Trust Strategic Framework				Develop, deliver and report on Trust Strategic Framework	
Trust Strategic objectives	Develop, approve and review strategic objectives	Be informed on Trust strategic objectives with regard to financial priorities	Be informed on Trust strategic objectives with regard to audit and risk management	Be informed on Trust strategic objectives	Develop and deliver Trust strategic objectives and report to Board	Deliver consistent implementation of Trust strategic objectives in own school
Setting Trust Culture and Values	Develop, approve and review Trust culture and values			Review school culture, values and ethos to ensure these are in line with the Trust vision and Strategic Framework	Develop and deliver Trust culture and values	Deliver and report on school culture, values and ethos ensuring these are in line with Trust vision and strategic framework
School improvement Plans	Be informed on individual school improvement plan priorities			Be informed on and review school improvement plan	Develop and deliver TSF	Develop, deliver and report on school specific improvement plans
Scheme of Delegation	Approve Scheme of Delegation annually				Review and deliver scheme of delegation	Confirm alignment to Trust scheme of delegation annually
Terms of reference (TOR) for Board, FA&RC, Education Advisory Board and LGBs	Approve terms of reference for Board, FA&RC and LGBs, ensure Board operates within TOR	Be informed of FC terms of reference, ensure FA&RC operates within TOR	Be informed of ARC terms of reference, ensure ARC operates within TOR	Be informed of LGB/EAB terms of reference, ensure operates within TOR	Review and deliver terms of reference for Board, FA&RC, EAB and LGBs	Be informed of LGB terms of reference

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Appointment of Trustees: <i>Note - Members formally appoint and remove Trustees</i>					Deliver through support for process and decisions	
Appointment of Chair of Trustees	Appoint Chair on an annual basis					
Appointment of Chair of Finance, Audit and Risk Committee	Appoint Chair of Finance & Audit Committee on an annual basis	Recommend appointment of Chair of Finance Committee	Recommend appointment of Chair of Audit & Risk Committee			
Appointment of Local Governors				Support the process e.g. through skills audits, induction, buddy support	Deliver and approve all Local Governor appointments	Deliver the appointment process for staff and parent governors, be informed on appointment of all other local governors
Appointment of LGB Chair and Vice Chair	Support the process (e.g through interview with prospective LGB Chairs)			Appoint Vice- Chair, agree term of office	Appoint LGB Chair, agree term of office. Be informed on appointment of Vice- Chair.	Consulted and informed on appointments of LGB Chairs and Vice-Chairs for their own school
Carrying out disclosure and barring service (DBS) and section 128 checks	Participate in DBS and section 128 checks. Be informed on compliance across Trust	Participate in DBS and section 128 checks.	Participate in DBS and section 128 checks.	Participate in DBS and section 128 checks.	Deliver DBS and section 128 checks (where relevant) for all Staff, Members, Trustees and Local Governors	
Board of Trustees committees or working groups	Approve any Board of Trustees committees or working groups				Deliver through support for the process and decisions	

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Finance skillset on Board of Trustees	Ensure Board has at least one individual with specific relevant skills and experience of financial matters	Ensure FC has at least one individual with specific relevant skills and experience of financial matters	Ensure ARC has at least one individual with specific relevant skills and experience of audit & risk management matters		Deliver through support for recruitment and appointment of Trustees	
Setting Trust safeguarding practices, with regard to statutory guidance	Approve CP Safeguarding Policy. Be informed on safeguarding compliance across Trust and academies, undertake safeguarding training annually including reading KCSIE			Review safeguarding compliance, undertake safeguarding training annually including reading KCSIE	Develop and deliver Trust's safeguarding arrangements, including the 'Prevent' duty. Ensure CP and CTP policies include reference to peer-to-peer abuse, managing allegations against staff, safer recruitment	Develop and deliver safeguarding arrangements for own school, including the 'Prevent' duty. Ensure SLP policies include reference to peer-to-peer abuse and links to CP and CTP safeguarding policies where applicable
Safeguarding Link	Appoint Safeguarding Link Trustee, review Trust's safeguarding arrangements, including the 'Prevent' duty			Appoint Safeguarding Link Governor, review own school's safeguarding arrangements	Develop and deliver Trust's safeguarding arrangements, including the 'Prevent' duty	Deliver safeguarding arrangements for own school, report to Executive Team and LGB
SEND Link	Appoint SEND Link Trustee, review Trust's arrangements for SEND provision ensuring compliance with SEND Code of Practice			Appoint SEND Link Governor, review school's arrangements for SEND provision ensuring compliance with SEND Code of Practice	Develop and deliver Trust's SEND provision ensuring compliance with SEND Code of Practice	Deliver SEND provision for own school ensuring compliance with SEND Code of Practice, report to Executive Team and LGB
Ensuring compliance with equalities legislation	Be informed on compliance			Review equalities statement and objectives for own school annually	Develop and deliver equalities compliance across Trust	Develop and deliver equalities statement and objectives for own school

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Ofsted inspections	Representative from Board of Trustees to participate in inspections				Deliver preparatory training on inspections, and support LGB Chairs and Trustees through process of inspection when school is inspected	Lead Ofsted inspection within the school. Ensure relevant stakeholders are informed of the inspection.
Admissions	Approve admissions policies for all schools. Participate in in-year admissions appeals panels where necessary				Review and deliver admissions policies for each school in line with DfE Admissions Code	Deliver in-year admissions in line with DfE Admissions Code
Exclusions	Be informed on compliance with statutory requirements relating to exclusions. Participate in Trust wide exclusion review panels where necessary			Review exclusion statistics for own school. Participate in Trust wide exclusion review panels where necessary	Develop and deliver compliance with statutory requirements relating to exclusions	Deliver compliance with statutory requirements relating to exclusions
Complaints				Participate in complaints panels where necessary	Develop Trust wide complaints policy and process which is compliant with relevant legislation. Deliver support to schools to ensure compliance with complaints policy and process	Deliver compliance with Trust complaints policy and relevant legislation
						Be informed on complaints statistics for all academies. Chair of Trustees informed of c
EDUCATIONAL PERFORMANCE AND STAFF PERFORMANCE MANAGEMENT						

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Setting Trust approach to curriculum and assessment, with regard to statutory requirements	Approve and review Trust curriculum model in line with requirement to ensure 'broad and balanced curriculum' and all relevant government guidance including relationship and sex education (RSE) and collective worship				Develop and approve curriculum and assessment expectations at a Trust level	
Setting and delivering school curriculum in line with Trust approach				Be informed on and review for their own school in line with Trust wide approach to curriculum and assessment	Consult, review and support Headteachers to deliver for their individual academies	Develop and deliver for their own school in line with Trust wide approach supported by Executive Team
Production and analysis of educational data	Be informed on and review educational performance across Trust			Review educational performance for their own school	Develop, approve and deliver educational data	Develop and deliver educational data for their own school and report to Executive Team and LGB
Academic results and post-16 destinations	Be informed on and review at Trust level			Be informed on and review for their own school	Develop and approve expectations at a Trust level. Report individual academies' performance to Board	Develop expectations and deliver for their own school in line with direction from Executive Team
Pupil Premium and other catch up premiums	Be informed on impact of PP spend on pupil performance across academies			Approve and review use and impact for their own school. Appoint Pupil Premium link governor (where possible)	Be consulted on, recommend and review across all academies. Report to Board	Develop, deliver and report on for their own school

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Delivering support for looked after children	Be informed on and review performance of these pupils as part of educational data reporting			Appoint LAC link governor. Review school's arrangements for supporting looked after and formerly looked after children	Report to Board	Deliver through appointment of designated teacher and and report on school's arrangements for supporting looked after and formerly looked after children
Stakeholder engagement and voice (staff, pupils, parents, community and other stakeholders)	Be informed on stakeholder engagement and voice			Review stakeholder voice and engagement for own school	Develop and deliver Trust wide stakeholder engagement and voice, report to Board	Deliver for own school, and report to Executive Team and LGB
Staff structure/ Restructures	Be informed on for all academies and review at Trust level			Be informed on for their own school	Be consulted on, approve , deliver and review for all academies and Trust Central Team	Develop and deliver for their own school in line with Trust wide policy supported by Executive Team
Staff training and professional development (CPD)				Be informed on, and review impact of, for their own school	Approve , deliver and review for all academies and Trust Central Team	Develop and deliver (supported by Executive Team) for their own school in line with Trust strategic framework
Staff appointments and dismissal, with regard to statutory requirements	Be informed on approach and compliance				Develop and deliver process and policies for staff appointment and dismissal	Deliver through compliance with Trust policies
Setting the pay framework including for Executive Team and Headteacher pay	Review and approve pay framework				Develop , deliver and recommend pay framework	

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Appraisal and pay of Executive Team		Review recommendations on executive team pay from AO			Develop and Deliver through robust evidence based process in line with appraisal policy. AO to review appraisal and pay of Executive Team and make recommendations to Finance Committee	
	Approve appraisal and pay of					
Appraisal of Headteachers		Approve Headteacher in line with appraisal policy			Develop and Deliver through robust evidence based process in line with Appraisal policy with the Chair of the Board.	Participate in HT appraisal process
Staff appraisal (excluding Headteachers and Executive Team)	Be informed of appraisal policy				Develop and Deliver appraisal through robust evidence based process in line with appraisal policy	Deliver in line with appraisal policy
Appointment of Headteachers	Be informed on appointment or dismissal of Headteachers. <i>Note: appointment panel will include at least one Trustee</i>			Be informed on appointment or dismissal of Headteachers.	Deliver and approve appointment and dismissal of Headteachers	
Note: Appointment, dismissal, performance management, disciplinary or grievance procedures for all other Trust and Academies' staff to be undertaken in line with the levels of delegation set out in the relevant policy						
FINANCIAL PERFORMANCE						

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Executive appointments - Accounting Officer	Develop, recommend, approve and deliver appointment or dismissal of the Accounting Officer.					
	Appoint Accounting Officer					
Executive appointments - CFO	Appoint Chief Finance Officer					
Setting delegated authority limits for financial transactions	Approve financial delegation levels for Trust and Academies	Recommend and review financial delegation levels for Trust and academies	Review financial delegation levels for Trust and academies with regards to risk management		Develop and deliver delegations at school and Trust level. Ensure compliance with delegation levels	Deliver and ensure compliance with limits for financial transactions for own school. Report to Central Team
Financial Oversight and Controls	Approve and be informed of financial oversight and controls processes	Recommend and review financial oversight and controls	Review financial oversight and controls with regards to risk management		Develop and deliver systems and processes at Trust level. Report to Board on financial compliance for Trust and academies	Deliver financial compliance in line with guidance from Executive Team and report to Executive Team on own school
Internal controls	Be informed of internal scrutiny programme outcomes and review findings		Approve annual programme of internal scrutiny as put forward by Executive Team		Develop and deliver internal scrutiny programme	
Trust Annual Budget	Approve budget	Be consulted on and recommend budget in line with strategic priorities			Develop and deliver budget	

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School Annual Capitation and Pupil Premium Budget	Approve and review individual school budgets	Be consulted on and recommend budget to Board		Be informed on delegated budget for Pupil Premium for own school and review in respect of impact of spend on pupil outcomes	Develop, deliver and review each school budget through scrutiny process	Develop and deliver school budget with Executive Team
Management accounts and budget forecasts (including cash flow and oversight of cash management)	Receive management accounts on a monthly basis. Review as part of each Board meeting.	Review management accounts and budget forecast at each FA&RC meeting			Deliver monthly management accounts, ensuring Trust cash position is managed robustly	
External auditors	Be informed on appointment of external auditors by Members		Review recommendation from Executive Team and recommend appointment of external auditors to Members		Develop external audit tender and put out for quotes. Recommend external auditors to Finance, Audit & Risk Committee	
Annual Accounts and Trustees' Report	Approve Annual Accounts and Trustees' Report	Review and recommend Annual Accounts and Trustees' Report			Deliver annual financial statements in line with DfE's academies accounts direction (Annual Accounts and Trustees' Report)	
Managing conflicts of interest and related party transactions	Participate in annual declarations of interest and related party transactions data collection	Participate in annual declarations of interest and related party transactions data collection	Participate in annual declarations of interest and related party transactions data collection	Participate in annual declarations of interest and related party transactions data collection	Deliver register of annual declarations of interest and related party transactions	Participate in annual declarations of interest and related party transactions data collection

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Asset and Premises Maintenance Strategy	Approve Asset and Premises Maintenance Strategy. Appoint Estates Management Link Trustee (where possible)	Recommend and review Asset and Premises Maintenance Strategy	Review Asset and Premises Maintenance Strategy with regards to risk management	Be informed of any asset and premises maintenance issues affecting own school	Develop, deliver and report on asset and premises management for all academies to Board	Deliver and report to Executive Team on any asset and premises maintenance issues affecting own school
Ensuring compliance with health and safety legislation	Be informed on compliance at individual school and Trust level. Appoint Health and Safety Link Trustee (where possible)		Review health and safety as part of risk registers	Be informed of and review health and safety compliance at own school. Appoint health and safety link governor (where possible)	Deliver compliance with statutory requirements relating to health and safety and report to Board	Deliver compliance with statutory requirements relating to health and safety. Report to Executive team and LGB
Acquiring and disposing of Trust land	Approve and review acquisition and disposal of Trust land	Be consulted on proposals for acquisition and disposal of Trust land	Be consulted on proposals for acquisition and disposal of Trust land		Develop, recommend, deliver and report to Board on proposals for acquisition and disposal of Trust land	
New schools joining Trust	Approve any additional schools and review progress	Be consulted on any possible additional schools from financial perspective	Be consulted on any possible additional schools from risk management perspective		Develop, deliver and report to the Board on the process to identify and progress possible additional schools	
Insurance Cover	Review arrangements for insurance cover				Deliver adequate insurance cover in line with legal obligations or have opted in to the academies risk protections arrangements (RPA)	
Risk Register	Be informed of strategic risks across the Trust		Review strategic risks across the Trust	Review own school risk register	Deliver school and Trust risk registers	Develop and deliver school risk register